

**Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
Multi-Purpose Room – Judicial Center  
Monday February 5, 2018  
9:00 A.M.**

**Present:** Ronald J. Gatling and John D. Horton Curtis A. Freeman, Sr., and William F. Mitchell, Jr. and Johnnie R. Farmer

**Also Present with the Board:** Loria D. Williams, County Manager; Attorney Chuck Revelle, Juan Vaughan, II, Assistant County Manager; and Teresa Cowan, Clerk to the Board

Chairman Curtis Freeman called the meeting to order and Com. Farmer provided the invocation.

**CONSENT AGENDA**

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve the Consent Agenda:

**1. Request Approval of Tax Releases for Month Ending Dec.31, 2017**

- a. Sandra Pierce was granted a Solid Waste Exemption in the amount of \$150.00. This approval came in after the Property Taxes were paid in full. This amount should be refunded back to the owner.

Payee: Shirley Stuart Pierce, Jr.  
Amount: \$150.00

- b. Sandbox LLC mailed in a payment for a piece of property that was already paid in full. This payment was then applied to another parcel, but was later discovered that the parcel was sold. The current owner is responsible to pay the balance on Parcel #5070-84-3175.

Payee: Sandbox, LLC  
Amount: \$139.96

**2017 HERTFORD COUNTY AUDIT**

Mr. Stewart Gilliam of Thomson, Price, Scott, Adams & Company, PA provided Hertford County's 2017 Annual Audit Results. He highlighted the audit findings and issues.

**2017 TAX LIENS ON REAL PROPERTY**

Sheena Suggs asked to report the unpaid 2017 tax liens on real property as required by G.S. 105-369(a) and to ask the board to order the Tax Collector to advertise these tax liens. She also asked the board to approve the date of after March 1, 2018 and through June 30, 2018 as required by G.S. 105-369(c) as the time for advertisement.

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve advertising of 2017 unpaid tax liens on real property and to approve the date of after March 1, 2018 and through June 30, 2018 as the time for advertisement.

**INTRODUCTION OF HERTFORD COUNTY NEW EMPLOYEES**

The Commissioners welcomed the following new employees to the County:

Hertford County Personnel Report  
January 2018

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
Martha Piland	FT	Finance
Bailey Vaughan	PT	EMS
Brittney Hunt	FT	Facilities & Public Works

## **HERTFORD COUNTY BUDGET AMENDMENT #21**

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve Budget Amendment #21 for the DHHS Homeless Program Grant as presented by Sandy Pittman, Finance Director.

### **AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2017-2018**

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

#### **REVENUE:**

<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Restricted Intergovernmental - DSS	100063 419203	Homeless Program Grant	\$ 13,415	
<b>Total Changes in Revenue</b>			<b>\$ 13,415</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>	<b>\$13,415</b>
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#### **EXPENDITURE:**

<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Public Assistance	104440 569702	Homeless Program Grant	\$ 13,415	
<b>Total Changes in Expenditures</b>			<b>\$ 13,415</b>	<b>\$ -</b>

<b>Net Change in Expenditures</b>	<b>\$13,415</b>
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#### **Explanation:**

Budget for DHHS Homeless Program Grant approved by Board of Commissioners at January 16, 2018 meeting.

Amendment  
# 21  
Approved: \_\_\_\_\_  
Posted: \_\_\_\_\_

\_\_\_\_\_  
Finance Director Date

## **2018-19 COMMUNITY SERVICES BLOCK GRANT ANTI-POVERTY WORK PLAN**

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the 2018-19 Community Services Block Grant - Anti-Poverty Work Plan presented by Ms. Jackie Melton of CADA. It will be submitted to the Office of Economic Opportunity for funding.

## **COOPERATIVE EXTENSION'S ANNUAL REPORT TO THE PEOPLE**

Stephanie Parker-Helkamp highlighted Hertford County's 2017 Extension impacts. She discussed Educational Programs, Funds to support the programs, Volunteer hours, face to face program contacts and non-face to face contacts. She discussed the FCS, 4-H and AG areas. Ms. Rebecca Castello received a State Level Teamwork Award and Stephanie received the Extinguish Service Award.

The Commissioners thanked her for the hard work that the Extension office does and that they look forward to seeing the 4-Her's at the Annual conferences.

## **HERTFORD COUNTY FORECLOSURE BIDS**

On a motion by Com. Gatling and a second by Com. Mitchell the Board voted unanimously to decline the following bid offers for Hertford County foreclosure properties:

1. PIN #6925-62-5657 (Johnny Cherry Property) (6/30/03) (50.00)
2. PIN #5072-90-5383 & #5072-90-5474 (FRB Custom Homes of NE NC, LLC) (6/21/17) (50.00)
3. PIN #5968-35-2618 (Lillie M. Johnson, Est. /Roger Myrick Property) (3/13/12) (100.00)
4. PIN #5061-72-4902 (John/Joanne Bell Property) (2/2/05) (250.00)

## **REMOVAL OF DEED BOOK FOR REPAIRS**

On a motion by Com. Gatling and a second by Com. Mitchell the Board voted unanimously to Approve the resolution to remove the deed book for repairs by KOFILE Technologies.

## **COUNTY MANAGERS COMMENTS**

On a motion by Com. Mitchell and a second by Com. Farmer the Board voted unanimously to Approve the per diem amounts for the ABC Board to attend the NC Association of ABC Boards General Manager's Meeting held in Greensboro, NC, on February 27 and 28, 2018.

## **COMMISSIONERS COMMENTS**

Com. Horton thanked the public for attending today's meeting.

Com. Mitchell thanked the County Managers Office for the audit information and thought that the audit results were trending the correct way.

Com. Gatling wanted to continue the Easter Egg Hunt this year on Saturday, March 31, 2018. He also would like to participate in the Special Olympics on April 28, 2018 and give an offering of \$500 again this year.

Com. Farmer thanked the County Managers office for preparing for the 2017 Audit.

Com. Freeman thanked Com. Mitchell for attending the meeting since he had been ill.

## **CLOSED SESSION**

On a motion by Com. Gatling and a second by Com. Mitchell the Board voted unanimously to Go to Closed Session.

Minutes of Closed Session are on file in the office of the Clerk to the Board.

## **RETURN TO REGULAR SESSION**

On a motion by Com. Gatling and a second by Com. Mitchell the Board voted unanimously to Return to Regular Session.

## **HIRING & SPENDING FREEZE**

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve the Hiring and Spending Freeze as set forth in the January 30, 2018 memo from the County Manager; with the additional provision that for positions in the Sheriff's Dept. budget, all current vacant positions shall remain unfilled for the remainder of the fiscal year, however if any additional vacancies occur during the fiscal year under the Sheriff, they may be filled if deemed essential by the Sheriff.

## **HERTFORD COUNTY PUBLIC HEALTH AUTHORITY UPDATE & RECOMMENDATION**

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to authorize the Hertford County Manager, in conjunction with the officials of Hertford County Public Health Authority, to pursue discussions with officials of Albemarle Regional Health District, regarding ARHD assuming the public health responsibilities required of Hertford County, with the current goal of joining ARHD rather than forming a single county health department, which does not appear to be fiscally responsible.

## **ADJOURN**